WITZENBERG
Municipality • Munisipaliteit • UMasipala Wase

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Witzenberg Municipality, with its Head Office in Ceres, serves the following areas: Ceres, Tulbagh, Wolseley, Prince Alfred's Hamlet, and Op-die-Berg.

DIRECTORATE COMMUNITY SERVICES
ENVIRONMENT
ENVIRONMENTAL PRACTITIONER (REFERENCE: COM 302)
PERMANENT - CERES

Applications are hereby invited from individuals with the applicable qualifications for the above vacancy.

Requirements:

- Relevant 3-year tertiary qualification, NQF Level 6: Environmental Science / Environmental Health / Environmental Management / other related qualification (NQF level 6).
- A Valid Code B driver's licence and own transport.
- Computer (MS Office applications) and GIS mapping skills.
- Peace Officer Certificate (Added advantage).
- Certified Environmental Management Inspector (Added advantage).
- Registered with a relevant professional body (Added advantage).
- Knowledge and experience in ensuring environmental compliance, environmental legislation, local government legislation and environmental authorization.
- Experience in writing funding proposals and in project and contractor management
- Excellent presentation, communication skills and report writing skills.
- Good human relations, interpersonal, and communication skills
- Excellent organisational and administrative skills with attention to detail.
- Research skills, analytical and networking skills
- Ability to work under pressure.
- Ability to set performance objectives and ensure they are achieved.
- Fluent in at least 2 of the 3 languages spoken in the Western Cape: Afrikaans, English, or IsiXhosa.
- **Please note:** A performance agreement is also applicable to this position whereby the employer reserves the right to institute a performance management program.

Competencies

No	Category	Competency
1.	Core Professional Competencies	*Communication; Attention to Detail; Planning and Organising; Conceptual Thinking; Evaluation and Research; Information Management*
2.	Functional Competencies	*Analytical skills; Advocacy / Negotiation; Health Surveillance of Premises; Communicable diseases management (except immunizations); Environmental Pollution Control; Disposal of the Dead; Health Promotion; Vector Control; Project Management & Financial Management*
3.	Public Service Orientation Competencies	*Service Delivery; Orientation; Interpersonal; Relationships; Client Orientation and Customer Focus*
4.	Personal Competencies	*Action and outcome orientation; Attention to Detail; Flexibility; Learning orientation and Integrity*
5.	Management / Leadership Competencies	*Impact and Influence; Team Orientation; Direction Setting; Coaching and Mentoring*

Duties:

- Attending to tasks relating to the implementation of the immediate short- and long-term sectional objectives and plans.
- Coordinating the processes related to disseminating guidance and information on specific legislative requirements associated with environmental management procedures relevant to the section.
- Co-ordinating and controlling the implementation of functional procedures and controls associated with monitoring and enforcing

compliance with statutory environmental management (NEMA & SEMA's, municipal by-laws).

- Coordinating the processes relating to the development and maintenance of Climate Change Response /adaptation.
- Coordinating the processes relating to commenting on environmental applications in terms of Chapter 5 of NEMA.
- Providing coordination services for environmental management projects.
- Providing input into the development of Terms of Reference for identified projects and initiatives, which includes draft project plans.
- Drafting proposals for funding applications relating to projects and interventions either through the municipal operating budget or external funding.
- Coordinating the processes related to the Alien Invasive Species management function.
- Coordinating the processes related to the biodiversity planning function.
- Coordinating the processes related to the riparian management functions.
- Providing assistance with the coordination and monitoring of contracted services processes.
- Monitoring and controlling staff/activities associated with controlling personnel performance, productivity and discipline.
- Participating in the activities, procedures, and outcomes associated with IGR relating to environmental management.
- Coordinating the processes relating to the environmental awareness function.
- Providing administrative and reporting services associated with the key performance and result indicators of the function.
- Coordinating the processes relating to disseminating information on environmental management policies and processes and providing inputs detailing Interventions and outcomes.

Salary: R 440 508.88 per annum (Post level T12 of a Grade 4 Municipality)

Interested candidates must complete an official application form, which is available on our website at www.witzenberg.gov.za or at the Municipal Buildings in ODB, Wolseley, PA Hamlet, Tulbagh, and the main office in Ceres. **(Applicants who do not fully complete the official application form and who do not submit certified copies of qualifications/identity documents/ driver's license will not be considered)** with a detailed CV accompanied by a cover letter, certified copies of qualifications, driver's license, and three (3) names of work-related references **(with email address of referent – the referent must be work-related)** to the Senior Recruitment Practitioner or E-mail to: jobs@witzenberg.gov.za. No CVs will be returned on the applicant's request; therefore, please do not send us your original certificates. For further inquiries, please contact Mr. H. Arendse at the Human Resources Department at Telephone number 023 – 3161854. **Disclosure of incorrect information will lead to disqualification.**

Closing Date: 03 DECEMBER 2026 BEFORE 12H00

Please note: Canvassing of Councillors or any member of the Appointment Committee will result in automatic disqualification. Applicants who do not receive a reply within one (1) month after the closure of the applications should consider their application unsuccessful. All information received shall be treated with strict confidentiality and shall not be used for any purpose other than to assess the suitability of the applicant. Applications received after the closing date will not be accepted or considered. Witzenberg Municipality reserves the right not to appoint. Your application will be subjected to verification of qualifications as well as credit and criminal record checks.

Please state the reference number on your application

(Witzenberg Municipality fully supports and encourages designated groups to apply in terms of the Employment Equity Act)

Municipal Manager
D Nasson **17 NOVEMBER 2026**
04/03/2/4